GEO Mini-Grant Application

Name: ____________________________________________

University: _______________________________________

Department: ______________________________________

Title: ____________________________________________

Phone: ___________________________________________

Email: ____________________________________________

In the space below, please explain your proposed activities, goals and how this mini-grant will be used to help develop or promote GEO program(s) on your campus:

Approval for Faculty

If the mini-grant activities will be conducted by a faculty member, please obtain approval from your campus study abroad office.

Study Abroad Office Rep. Name __________________________ Study Abroad Office Rep. Signature __________________________ Date __________________________
GEO Mini-Grant Report Form

In order to process travel reimbursements upon return (original receipts required), please complete this short post-visit report, scan, and return to dgefinance@uoregon.edu.

Name: ______________________________________________________________

University: ____________________________________________________________

Phone: _______________________________________________________________

Email: ________________________________________________________________

Site(s) visited:
-------------------------------------------------------------------------

Date(s) of visit:
-------------------------------------------------------------------------

If you visited more than one site, please indicate the specific dates for each site above.

Please share your impression of site location, on-site staff, faculty, and potential for serving student and faculty needs:

____________________________________________________________________

Itinerary:
Expenses:
Please submit scanned original receipts to DGEfinance@uoregon.edu [with subject line: GEO mini-grant reimbursement request] to obtain mini-grant reimbursements.

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<th>Date</th>
<th>Category (Lodging, Food, Transportation)</th>
<th>Description</th>
<th>Estimated Amount (in USD)</th>
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**TOTAL AMOUNT**